



# **Michigan Community Emergency Response and Citizen Corps Coordination Plan**

## **Annual Update – Year II**

October 1, 2010 – September 30, 2011

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*Supporting and enhancing Michigan's homeland security,  
community health, public safety, and all hazard preparedness  
with responsible leadership and planning.*

*Reducing, preventing, and preparing for emergencies or disasters.*

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## Letter from Captain W. Thomas Sands Chairperson of MCCERCC

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October 24, 2011

Since the attacks against our nation on Sept. 11, 2001, the state of Michigan has made significant advancements in strengthening the state's overall readiness, response, and recovery capabilities for both natural and man-made disasters.

As we continue to build upon our capabilities, it is imperative the state of Michigan remains committed to preparing for the threat of all hazards in order to protect our citizens.

Looking to the future, especially in times of limited available resources, the mission of the Michigan Citizen Community Emergency Response Coordinating Council (MCCERCC) remains as critical as ever:

*To support and enhance Michigan's homeland security, community health, public safety, and an all hazard preparedness with responsible leadership and planning. To reduce, prevent, and prepare for emergencies or disasters.*

This annual update reviews the goals and progress achieved during the period covering Oct. 1, 2010 through Sept. 30, 2011. Furthermore, this document sets forth new goals and challenges for the upcoming year, aligned with the mission of the MCCERCC.

The MCCERCC's commitment to preparing the state of Michigan for all hazards remains unchanged. Through collaborative efforts of local, county, state, federal, and private entities, the state of Michigan will continue to be prepared and protect public health and safety.

Sincerely,



Capt. W. Thomas Sands  
Deputy State Director of Emergency Management  
and Homeland Security

## **Moving the MCCERCC Forward**

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### ***Summary of the Michigan Community Emergency Response and Citizen Corps Coordination Plan***

Executive Order 2007-18 requires the Michigan Citizen-Community Emergency Response Coordinating Council (MCCERCC) to complete a comprehensive Michigan Community Emergency Response and Citizen Corps Coordination Plan. This order requires the plan to address five items:

1. Coordination of the use of volunteer resources in Michigan in furtherance of homeland security and emergency response.
2. Description of volunteer recruitment and plans for volunteer-management related to emergencies in times of declared states of emergency or disaster.
3. Analysis of state agency coordination plans related to volunteer recruitment and emergency management.
4. Detail of state, local, and tribal activities that may help in the further development of the Michigan Citizen Corps and coordination of citizen-based community emergency response efforts.
5. Reporting on best practices in local and tribal citizen-based emergency response activities and recognizing accomplishments.

The original plan developed in 2009 included the above-mentioned items and highlighted the three committees of the MCCERCC, which include Citizen Corps, Emergency Planning and Community Right-to-Know, and Hazard Mitigation. The 2009 plan provided a solid foundation and starting point for the MCCERCC.

The Annual Update – Year I (covering October 1, 2010 through September 30, 2011) focused on the development of the three committees and provided detailed information on their vision, goals, and accomplishments. This document was designed to continue moving the Council forward in supporting the vision and mission while setting the goals and challenges for the years to come.

This annual update analyzes the goals that were set and takes an in-depth look to see if those goals were achieved. Furthermore, this update sets forth new goals and challenges for the upcoming year (October 1, 2011 through September 30, 2012).

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## MCCERCC Today

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### ***Introduction***

The Michigan Citizen-Community Emergency Response Coordinating Council (MCCERCC) is chaired by the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) and is composed of 19 representatives including the director or a designee from the Michigan Departments of Agriculture and Rural Development (MDARD), Community Health (MDCH), Military and Veterans Affairs (DMVA), Natural Resources (MDNR) Environment Quality (MDEQ), State Police (MSP), and Transportation (MDOT), as well as the State Fire Marshal, the Executive Director of the Michigan Community Service Commission (MCSC), and 11 other representatives appointed by the Governor.

### **Council Members – August 15, 2011 MCCERCC Meeting**



Members pictured from left to right in first row: Capt. W. Thomas Sands Michael H. Lovelace, Jackie S. Scott, William D. Wagoner, Gail A. Novak-Phelps, Kenneth J. Gembel, Marcia Varble, and Gary Hagler. Second row: Brad Deacon, Larry A. Estlack, Ronald R. Farr, and Eileen M. Phifer. Other members not pictured: Dennis S. Edwards, Warren C. Evans, Samuel R. Hopkins, Paula Kaiser Van Dam, Clifford A. Messing, BG Michael Stone, and Stewart C. Wang.

### **Vision of the MCCERCC**

*To prevent, lessen, and prepare for emergencies or disasters.*

### **Mission of the MCCERCC**

*To support and enhance Michigan's homeland security, community health, public safety, and an all hazard preparedness with responsible leadership and planning. To reduce, prevent, and prepare for emergencies or disasters.*

The MCCERCC has three separate but inter-related committees: Citizen Corps, Emergency Planning and Community Right-to-Know, and Hazard Mitigation. Each of these committees has a separate, but equally important role in the preparation and development of preparedness in Michigan.

## **Review of Year I Goals**

### **October 1, 2010 through September 30, 2011**

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The following pages review, summarize, and analyze the goals set forth by each committee in Year I.

#### **Citizen Corps Committee**

##### **Goals of the Citizen Corps Committee (October 1, 2010 – September 30, 2011)**

1. Continue risk and needs assessments on an ongoing basis to guide priorities for leadership, planning, and resource utilization.
2. Standardize and expand statewide volunteer registration and credentialing.
3. Support activities and conferences that increase volunteer participation in Citizen Corps programs and Citizen Corps affiliate programs.
4. Expand and standardize the training of Citizen Corps and other volunteer programs.
5. Strengthen local and state coordination by establishing integrated procedures and clarifying roles and responsibilities in the management and utilization of volunteers during an emergency.
6. Encourage local and county Citizen Corps councils to work with local and county emergency operations centers to improve the coordination and utilization of Citizen Corps and other volunteer resources.
7. Encourage the implementation of Citizen Corps programs and affiliate programs into local, regional, and state response plans.

#### **Analysis**

The past year was successful for the Michigan Citizen Corps Program (CCP). Through a concentrated and coordinated effort, the CCP was able to achieve its goals and make strides in its mission: *"To create an atmosphere of safety, security, and personal preparedness with the residents of the state of Michigan."*

##### **Goal 1: *Continue risk and needs assessments on an ongoing basis to guide priorities for leadership, planning, and resource utilization.***

Through state, regional, and local Citizen Corps Council meetings, the CCP was able to accomplish this goal. Each region is required to have a Regional Citizen Corps Council that meets on a regular basis to discuss and analyze the risk and needs of its communities. All eight regional Citizen Corps councils assisted this year in the development of the regional strategies and helped to identify gaps in their communities.

## **Review of Year I Goals (continued)**

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### ***Goal 2: Standardize and expand statewide volunteer registration and credentialing.***

Progress was made throughout the state standardizing and expanding volunteer registration and credentialing. The Medical Reserve Corps (MRC) and Community Emergency Response Team (CERT) coordinators were granted access to the Michigan Volunteer Registry as limited use administrators. This access allowed coordinators to manage their volunteers in the system.

Additionally, MSP/EMHSD formally approved a division policy addressing CERT Identification badges and set forth a template for the local CERTs to use when issuing CERT identification cards. The policy recommends local CERTs issue these identification cards and include identifying information such as a photo, full name, program affiliation, and medical information.

### ***Goal 3: Support activities and conferences that increase volunteer participation in Citizen Corps programs and Citizen Corps affiliate programs***

The Michigan CCP excelled in this area over the last fiscal year. CCP was involved with the 2010 Summit Conference, 2011 Great Lakes Homeland Security Conference, and the Volunteer Conference. CCP was also involved with the American Red Cross Preparedness meeting and attended Michigan Voluntary Organizations Active in Disaster (MIVOAD) meetings. CCP assisted the Michigan Department of Human Services in updating their response plans.

The Michigan CCP hosted the 2010 CERT Games, 2010 Fire Corps Conference, 2010 Citizen's Police Academy, and the 2010 Citizen Corps Conference, along with numerous CERT Train the Trainer and Basic CERT classes. The Michigan CCP remains committed to supporting activities and conferences that increase volunteer participation and training.

### ***Goal 4: Expand and standardize the training of Citizen Corps and other volunteer programs.***

Under the leadership of the Michigan Department of Community Health (MDCH), the Medical Reserve Corps (MRC) program made great strides in the development of a set training standard for MRC units in Michigan.

The Michigan CERT Program continues to utilize the national standard for the basic CERT program. The state of Michigan developed a CERT Train the Trainer course and is developing an Advanced CERT Designation Program for advanced CERT volunteers.

## Review of Year I Goals (continued)

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***Goal 5: Strengthen local and state coordination by establishing integrated procedures and clarifying roles and responsibilities in the management and utilization of volunteers during an emergency.***

This goal remains in the development stage. The Michigan Department of Agriculture and Rural Development (MDARD), MDCH, and MSP/EMHSD have been developing procedures regarding the use of volunteers during a disaster or emergency. The MDARD has two groups of volunteers. The Veterinary Corps would assist in an animal disease outbreak and the State Animal Response Team would assist with the care of animals. Plans are underway to improve integration of the groups and coordinate with the State's volunteer structures, including the Michigan Volunteer Registry. The MDCH has a group of volunteers in the medical field in the MRC, licensed, and unlicensed health care providers, and the MSP/EMHSD has CCP volunteers. These three entities have begun work with the Attorney General's office in providing a framework for volunteer response at the state level in disasters or emergencies.

A revision to the Michigan Emergency Management Plan (MEMP) names CCP volunteers as a resource to be used when a disaster occurs. CCP volunteers were written into local plans in the past and are now part of the state plan.

***Goal 6: Encourage local and county Citizen Corps councils to work with local and county emergency operations centers to improve the coordination and utilization of Citizen Corps and other volunteer resources.***

The Michigan CCP continues to work with local and county emergency managers to ensure volunteers within the CCP are utilized to the best of their abilities. Success has been seen in this area with the Wayne County EM adding the Huron Township CERT team into its Emergency Operating Plan (EOP) and giving the Huron Township CERT team a seat in its Emergency Operations Center (EOC). Marquette County wrote its local CERT and MRC units into its EOP. Work on this goal will continue throughout the next several years, with the Michigan CCP promoting itself in the field of emergency management.

***Goal 7: Encourage the implementation of Citizen Corps programs and affiliate programs into local, regional, and state response plans.***

Goal 7 was closely related to Goals 5 and 6 and share strategies. As mentioned previously, Michigan has seen success with CCPs written into both state, county, and local EOPs. The Michigan CCP will continue to encourage this endeavor with all emergency managers and will continue to strive towards having CCPs utilized in every county and city in Michigan.



## Review of Year I Goals (continued)

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### Hazard Mitigation Committee

#### Goals of the Hazard Mitigation Committee (October 1, 2010 – September 30, 2011)

1. Promote life safety by minimizing disaster-related injuries and loss of life through public education, hazard analysis, and early warning.
2. Reduce property damage by incorporating hazard mitigation considerations into land use planning/management, land development processes, and disaster resistant structures.
3. Forge partnerships with other public safety agencies and organizations to enhance and improve the safety and well being of all Michigan communities.
4. Provide leadership, direction, coordination, guidance, and advocacy for hazard mitigation in Michigan.

***Goal 1: Promote life safety by minimizing disaster-related injuries and loss of life through public education, hazard analysis, and early warning.***

MSP/EMHSD hazard mitigation staff worked with 30 communities and agencies throughout the state to provide technical assistance in hazard analysis, in conjunction with the update and/or review of their local hazard mitigation plans. This effort was conducted in conjunction with the expansion and update of the Michigan Hazard Mitigation Plan.

MSP/EMHSD hazard mitigation staff worked with six communities across the state to complete the installation of 13 sirens as part of their early warning systems. These local communities included: Blendon Township (Ottawa County), Caledonia Township (Kent County), Village of Caledonia (Kent County), Commerce Township (Oakland County), City of Grand Haven (Ottawa County), and Springfield Township (Oakland County). These projects were funded with federal grant dollars.

***Goal 2: Reduce property damage by incorporating hazard mitigation considerations into land use planning/management, land development processes, and disaster resistant structures.***

During the first six months of this reporting period (10-01-2010 to 09-30-2011) 12 local communities had their local hazard mitigation plans either approved by FEMA or reviewed by MSP/EMHSD hazard mitigation staff. The local plan update process incorporates land use planning/management and land development processes as core elements.



## Review of Year I Goals (continued)

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MSP/EMHSD hazard mitigation staff provided technical support and grant management assistance to seven communities within the state for application development and/or project management of disaster resistant structures. This was accomplished through application submission, project implementation or technical support for 66 structures (in flood prone areas) identified for acquisition and removal, and 14 structures (in flood prone areas) identified for elevation in place.

***Goal 3: Forge partnerships with other public safety agencies and organizations to enhance and improve the safety and well being of all Michigan communities.***

MSP/EMHSD hazard mitigation staff provided technical support and grants management assistance to numerous communities and agencies across the state. This assistance was in the form of application development, project implementation, mitigation plan review and other forms of direct technical assistance related to mitigation planning and project development. Throughout this process, partnerships were created, enhanced and furthered through the direct interaction of MSP/EMHSD hazard mitigation staff with those communities and agencies.

***Goal 4: Provide leadership, direction, coordination, guidance, and advocacy for hazard mitigation in Michigan.***

MSP/EMHSD hazard mitigation staff made presentations at a number of functions throughout the year to promote mitigation concepts and opportunities. A few of the examples include the 2010 Michigan Stormwater Floodplain Association Annual Conference, the 2010 Summit - Michigan Emergency Management Conference, the 2010 FEMA Conference, and several Professional Emergency Manager (PEM) classes.

MSP/EMHSD hazard mitigation staff assisted the MCCERCC chairman in his role as the chairman of the National Emergency Management Association (NEMA) Hazard Mitigation Committee by providing analysis and comment in support of national level hazard mitigation policies.

Statewide coordination of hazard mitigation efforts was afforded to many local communities and various agencies through the local hazard mitigation planning update/review process and the annual Hazard Mitigation Assistance Program grant application process.

## **Review of Year I Goals (continued)**

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### **Emergency Planning and Community Right-to-Know Committee**

#### **Goals of the Emergency Planning and Community Right-To-Know Committee (October 1, 2010 – September 30, 2011)**

1. Monitor and promote the implementation of the Superfund Amendments and Reauthorization Act (SARA) Title III in Michigan.
2. Advise the MCCERCC on SARA implementation and its progress.
3. Recommend appropriate actions to the MCCERCC on the effective implementation of SARA Title III in Michigan.
4. Promote hazmat training of first responders within the state by the Emergency Management and Homeland Security Training Center (EMHSTC).

#### ***Goal 1: Monitor and promote the implementation of SARA Title III in Michigan.***

SARA Title III legislation is implemented through both the MSP and MDEQ. MSP/EMHSD is responsible for the planning aspects of the legislation, while reporting required by the legislation is handled by the MDEQ. Both departments have had multiple contacts with Local Emergency Planning Committees (LEPCs) and covered hazmat facilities throughout the year. The MDEQ provided training to facility representatives in January 2011 (as well as at other times) and maintained contact with them during the year to encourage compliance with SARA Title III. MSP/EMHSD promoted implementation of SARA Title III through individual trainings provided to LEPCs, individual consultation with LEPC chairpersons and/or local emergency management coordinators. Joint training by both departments was provided to local responders and LEPCs at the Summit Conference in October 2010.

#### ***Goal 2: Advise the MCCERCC on SARA implementation and its progress.***

The Emergency Planning and Community Right-to-Know (EPCRA) Committee of the MCCERCC receives reports from MSP/EMHSD staff assigned to the SARA program. Reports are provided on plan completion activities, the Hazardous Materials Emergency Preparedness grant program and its use by LEPCs, and staff contacts/consultations with LEPCs around the state. MSP/EMHSD provides summary reports on its involvement with MDEQ and its part of the SARA program.

## Review of Year I Goals (continued)

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***Goal 3: Recommend appropriate actions to the MCCERCC on the effective implementation of SARA Title III in Michigan.***

MSP/EMHSD staff recommend actions to MCCERCC regarding SARA Title III requirements. All issues referred to the EPCR Committee by MCCERCC have been reviewed and recommendations made. The EPCR Committee has been reviewing LEPC plan completion levels and is working on methods to increase those levels.

***Goal 4: Promote hazmat training of first responders within the state by the Emergency Management and Homeland Security Training Center (EMHSTC).***

MSP/EMHSTC provided numerous hazmat training opportunities to first responders around the state. These classes meet federal guidelines and are taught by skilled instructors. The courses offered by MSP/EMHSTC are listed on the MSP/EMHSD website and are promoted around the state to responders, businesses, and state agencies when classes are held, as well as at conferences and seminars sponsored by MSP/EMHSD and other organizations.

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## **Summary of Priority Projects**

### **October 1, 2010 through September 30, 2011**

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The following section reviews the priority projects set by each committee and provides in-depth analysis as to the success of each of these projects.

#### **Citizen Corps Committee**

##### **Citizen Corps Volunteer Training Conference**

The 2010 Citizen Corps Volunteer Training Conference was held December 1-2, 2010, at the Great Wolf Lodge in Traverse City, MI. With over 300 Citizen Corps volunteers in attendance, this was the largest of five conferences hosted. Highlights included presentation of the 2010 Citizen Corps Annual Awards and a presentation by the National Director of Fire Corps. The conference was attended by the State of Ohio's Citizen Corps coordinator and the FEMA Region V Preparedness Coordinator. The conference was a huge success. The 2011 Citizen Corps Volunteer Training Conference is scheduled for December 8-9, 2011.

##### **CERT Games**

The 2011 CERT Games were held at the Howell Conference and Nature Center May 20-22, 2011. Six teams, representing CERT programs from around the state, competed in the fourth annual games testing their response skills in a mock all-hazards emergency scenario. Top honors went to the multi-jurisdictional team from Southeast Michigan. The games also included a training segment and a team building exercise and were regarded as a big success.

##### **Public Education and Outreach**

The Michigan Citizen Corps Program (CCP) partnered with the Michigan Association of Broadcasters (MAB) to create an outreach campaign for Citizen Corps. A state of Michigan Citizen Corps brochure was created and given to the seven Regional Citizen Corps Councils in Michigan. The brochure highlights the five partner programs in Michigan and can be viewed at [www.michigan.gov/citizencorps](http://www.michigan.gov/citizencorps). A radio broadcast during the month of April 2011 promoted Citizen Corps and recruited individuals to serve as volunteers within the Citizen Corps Program.

##### **Citizen's Police Academy**

The 2010 Citizen's Police Academy was held October 1-2, 2010, at the MSP Training Academy. The two-day training was open to any Citizen Corps partner program volunteer and it emphasized Neighborhood Watch and Volunteer in Police Service volunteers. Attendees learned techniques and information related to their field of volunteerism. With over 110 volunteers in attendance, this training was regarded as very successful.

## **Summary of Priority Projects (continued)**

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### **Funding Allocations to Local Programs**

The State Focus Group and MCCERCC believe that the true strength of Citizen Corps is at the local level. Citizen Corps grant dollars in Michigan are used towards the local programs. In fiscal years 2010 and 2011, 85 percent of all Michigan Citizen Corps grant dollars were awarded directly to each of the seven regions with the remaining 15 percent used to complete the local projects which were requested by the seven regions and all of which benefit the local programs.

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### **Hazard Mitigation Committee**

#### **Mitigation Grant Review**

The 2011 Hazard Mitigation Grant Review was completed in December of 2010 with 11 projects/plans accepted by the state of Michigan. These projects and plans were submitted by local units of government. These 11 submissions were then accepted by FEMA.

#### **Michigan Hazard Mitigation Plan**

The Michigan Hazard Mitigation Plan (MHMP) was an on-going project for nearly two years. The MHMP was completed through a collaborative effort of the MSP/EMHSD and MCCERCC. The MHMP was approved by FEMA in March 2011.

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### **Emergency Planning and Community Right-to-Know Committee**

#### **Encourage Active LEPCs**

Staff visits to LEPCs occurred throughout the year. Assistance via email, phone contact, and face-to-face contact at conferences occurred frequently and is ongoing and will remain a priority. In addition, the EPCR Committee Chairperson contacted LEPCs regarding their planning obligations.

## **Summary of Priority Projects (continued)**

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### **SARA Plan Development**

Plan development for SARA sites is a priority. Funding from the Hazardous Materials Emergency Preparedness (HMEP) grant is used to heavily emphasize this activity and this emphasis will continue. Updating of existing plans is also encouraged with funding from the HMEP grant.

### **Tier II Manager System Use and Maintenance**

The Tier II Manager™ web-based reporting system for facilities to meet their SARA reporting obligations will continue to be supported by the MDEQ. This system has been very helpful for facilities in meeting their reporting obligations and has assisted the state and LEPCs in acquiring accurate SARA Title III data. The system will be adjusted to allow it to be used for more planning related data collection and reporting.

### **LEPC Funding via HMEP Grant**

MSP/EMHSD allocated 75 percent of HMEP funding to LEPCs. This is the only source of funding that many LEPCs receive.

### **LEPC Member and Hazmat Facility Staff Training**

MSP/EMHSD and MDEQ offer multiple training opportunities each year for LEPCs, emergency managers, and hazmat facility staff. These trainings will continue. They are offered throughout the year, but specific trainings occur in January and October.

### **First Responder Training**

Although training of first responders is not a specific requirement of SARA Title III, activation of a community hazmat response plan cannot occur unless there are trained responders in the community. Making sure this training occurs is a concern of the MCCERCC. For a number of years, significant funding for such training has come through the HMEP grant, which is supported by the MCCERCC.

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## **Best Practices and Accomplishments — October 1, 2010 through September 30, 2011**

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The following is an overview of best practices and accomplishments of each committee over the past year.

### **Citizen Corps Committee**

- The Michigan CERT Program hosted a Tribal CERT training class at the Little River Band of Ottawa Indians in Manistee. This was the first such tribal training done in the FEMA Region V area.
  - The 2011 CERT games were held in Howell, MI and 6 teams competed. The Games were a great success, with the Region 2 collaborative team of Detroit, Dearborn, Huron Township, Northville, and the Lansing team being crowned champions.
  - The second annual Fire Corps Training Conference was held in July 2011.
  - The first annual Medical Reserve Corps Conference was held in June 2011.
  - The Citizen's Police Academy was held on October 1-2, 2010.
  - The 2010 Citizen Corps Coordinator of the Year Award was given to Ms. Julia Carter of the Montcalm County CERT program.
  - The 2010 Citizen Corps Team of the Year Award was given to the Lansing/Ingham County CERT program.
  - The 2010 Citizen Corps Volunteer of the Year Award was given to Ms. Linda Gruss of the City of Detroit Citizen Corps Council/CERT/VIPS programs.
  - The state of Michigan hosted a CERT training for over 60 Boy Scouts.
  - The state of Michigan had 73 of its CERT teams register during the re-registration process. This was the 6<sup>th</sup> highest re-registration in the nation.
  - The state of Michigan had 27 of its Citizen Corps Councils register during the re-registration process.
  - The Washtenaw County CERT Program created a public service announcement to run specifically at the local movie theaters.
  - Multiple MRC Units participated in H1N1 vaccinations and flu clinics throughout the year.
  - The Grand Rapids CERT program was mobilized after a snow storm to plow out the driveways and sidewalks for senior citizens.
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## Best Practices and Accomplishments (continued)

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### Hazard Mitigation Committee

- There were 11 local grant applications that the MCCERCC reviewed, prioritized, and recommended to submit to FEMA for funding consideration. The MSP/EMHSD Hazard Mitigation staff packaged the 11 applications for the state of Michigan submission to FEMA for review and consideration of funding. All 11 of the applications were selected by the FEMA National Review Panel for funding consideration.
- A draft of the document titled “Michigan Hazard Mitigation Success Stories” was completed by MSP/EMHSD Hazard Mitigation staff with input from the MCCERCC Hazard Mitigation Committee (the draft document is currently under review by the full MCCERCC).
- The MSP/EMHSD Hazard Mitigation staff devoted a considerable amount of their time and effort to the updating and expansion of the 2008 Michigan Hazard Mitigation Plan (MHMP). This project was undertaken to meet the 3-year update requirement and the revised standards established by the Federal Emergency Management Agency (FEMA). The MCCERCC membership and state agencies were instrumental in providing the necessary participation in and review of the revised and expanded MHMP. The 2011 MHMP was adopted by the state of Michigan and received FEMA approval on March 25, 2011. The 2011 MHMP will be distributed to the appropriate stakeholders and will be posted on the EMHSD website. FEMA approval is crucial so the state of Michigan maintains continued eligibility for the Stafford Act grants, including the Public Assistance (PA) program and the Hazard Mitigation Assistance (HMA) programs. These grants have brought millions of dollars of federal assistance to the state and to local governments over the years.
- The state of Michigan received Emergency Management Accreditation Program (EMAP) certification on April 15, 2011. The combined effort of the MSP/EMHSD Hazard Mitigation staff and the MCCERCC Hazard Mitigation Committee was instrumental in helping the state of Michigan achieve EMAP accreditation. EMAP, an independent non-profit organization and an affiliate of the Council of State Governments (CSG), is a standard-based voluntary assessment & peer review accreditation process for government programs responsible for coordinating prevention, mitigation, preparedness, response, and recovery activities for natural & human-caused disasters. Accreditation is based on compliance with collaboratively developed national standards, the Emergency Management Standard by EMAP. Michigan is one of only 32 states or local jurisdictions nationwide to achieve this national certification.

## **Best Practices and Accomplishments (continued)**

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### **Emergency Planning and Community Right-to-Know Committee**

- Reviewed required SARA plans (over 120 were done in 2009-2010).
  - LEPCs updated over 1,200 off-site response plans in 2009-2010.
  - Educated LEPCs and emergency management professionals on their duties and responsibilities relative to SARA Title III via instruction at MSP/EMHSD conferences and at individual LEPC meetings.
  - Managed and upgraded the online Tier II Manager™ electronic filing system for sites that have hazardous chemicals on site.
  - In 2011, processed over 6,500 hazardous chemical inventory reports submitted in Tier II Manager™ for report year 2010. Several additional reports for prior years were also processed.
  - Processed 513 Emergency Planning Notifications submitted in Tier II Manager™ between October 1, 2010 and August 1, 2011.
  - Advised and worked with over 7,000 facilities that are annually required to enter data into the Tier II Manager electronic data filing system.
  - Supported the EMHSTC and its mission to train first responders in appropriate hazmat response.
  - Trained over 1,900 first responders in hazmat response using the HMEP grant funding.
  - Trained over 500 hazmat facility staff in SARA Title III reporting requirements.
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## **Vision, Mission, and Goals**

### **October 1, 2011 through September 30, 2012**

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As stated earlier, MCCERCC has three separate but inter-related committees: Citizen Corps, Emergency Planning and Community Right-to-Know, and Hazard Mitigation. Each of these committees has a separate, but equally important role in the preparation and development of preparedness in Michigan. As such, each committee has a separate vision, mission, and goals for upcoming Fiscal Year 2012 (October 1, 2011 through September 30, 2012).

#### **Citizen Corps Committee**



##### **Vision**

*To create an atmosphere of safety, security, and personal preparedness with the residents of the state of Michigan.*

##### **Mission**

*To support and enhance Michigan's Citizen Corps Councils and Partner Programs with responsible leadership and planning.*

##### **Goals (October 1, 2011 through September 30, 2012)**

- Continue risk and needs assessments on an ongoing basis to guide priorities for leadership, planning, and resource utilization.
- Support and expand statewide volunteer registration and standardize credentialing.
- Support activities and conferences that increase volunteer participation in Citizen Corps Councils, Citizen Corps Partner Programs and Citizen Corps Affiliate Partners.
- Strengthen local, regional, and state coordination by establishing integrated procedures and clarifying roles and responsibilities in the management and utilization of Citizen Corps and other volunteers during an emergency or disaster.
- Encourage the development and implementation of youth preparedness education and training at both the state and local levels.
- Continue to identify and develop alternative funding sources for Citizen Corps Programs (CCP).
- Increase the capability of the state's CCP through increased collaboration and an increase in numbers.
- Strengthen local CCPs through the development, standardization, and continuation of state wide trainings and education.

## Vision, Mission, and Goals (continued)

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### Hazard Mitigation Committee

#### Vision

*Michigan will be a state where hazard vulnerability reduction is a standard practice in both government and the private sector.*

#### Mission

*To foster, promote and implement measures to eliminate or reduce the long-term risk to human life and property from the effects of natural, technological, and human related hazards.*

#### Goals (October 1, 2011 through September 30, 2012)

- Promote life safety by minimizing disaster-related injuries and loss of life through public education, hazard analysis, and early warning.
  - Reduce property damage by incorporating hazard mitigation considerations into land use planning/management, land development processes, and disaster resistant structures.
  - Forge partnerships with other public safety agencies and organizations to enhance and improve the safety and well being of all Michigan communities.
  - Provide leadership, direction, coordination, guidance, and advocacy for hazard mitigation in Michigan.
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### Emergency Planning and Community Right-to-Know Committee

#### Vision

*To reduce the threat of chemical hazards to Michigan's communities and their residents.*

#### Mission

*To Provide the MCCERCC with information and recommendations to fulfill its obligations as required by the Governor and federal SARA (Superfund Amendments and Reauthorization Act) Title III legislation.*

#### Goals (October 1, 2011 through September 30, 2012)

- Monitor and promote the implementation of SARA Title III in Michigan.
  - Advise the MCCERCC on SARA implementation and its progress.
  - Recommend appropriate actions to the MCCERCC on the effective implementation of SARA Title III in Michigan.
  - Promote facility compliance of SARA Title III by maintaining and updating the MDEQ's Tier II Manager™ on line reporting system.
  - Promote hazmat training of first responders within the state by the Emergency Management and Homeland Security Training Center (EMHSTC).
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## **Strategies to Achieve Goals**

### **October 1, 2011 through September 30, 2012**

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The following strategies have been developed to achieve the goals mentioned in the preceding section.

#### **Citizen Corps Committee**

- Allocate a minimum of 85 percent of funding to locals and regions.
  - Assist CERT program with hosting three CERT TTT classes in calendar year 2012.
  - Assist CERT program with hosting four basic CERT Trainings for state employees in calendar year 2012.
  - Host a CC Conference.
  - Assist the CERT program with hosting a CERT competition.
  - Support the MDCH Office of Public Health Preparedness Volunteer, Great Lakes Homeland Security, and Summit Conferences.
  - Assist Neighborhood Watch/Volunteers in Public Service with hosting a Citizen's Police Academy.
  - Promote the CCP within emergency management, public safety, and Michigan Health Care Coalition events at all possible venues.
  - Assist Fire Corps and Medical Reserve Corps program with hosting a conference for their respective entities.
  - Assist the Michigan Fire Corps program with the development of a Fire Corps 501(C)3 status.
  - Continue to promote public awareness and Citizen Corps volunteer recruitment at the local, regional and state levels.
  - Assist Michigan Citizen Corps Partner Programs in the establishment of at least one said program in each county.
  - Provide technical assistance in updating the yearly MCCERCC plan.
  - Work with the MDCH to allow Citizen Corps coordinators access to the MI Volunteer Registry.
  - Create an updated alternative funding source guide by December 2012.
  - Partner with Michigan Emergency Management Association, Voluntary Organizations Active in Disaster, the Michigan Department of Human Services, and other agencies to enhance preparedness in Michigan.
  - Host a Boy Scout, 4H, Girl Scouts or qualified youth group CERT training class.
  - Promote the use of the TEAM and other Youth Preparedness Materials to be used by locals when promoting youth preparedness.
  - Perform preparedness education at a minimum of 100 schools within the state.
  - Participate in Youth Day events around the state.
  - Involve local volunteers in state, regional, county trainings and exercises.
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## **Strategies to Achieve Goals (continued)**

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### **Hazard Mitigation Committee**

- Facilitate the process for the Hazard Mitigation Assistance (HMA) program.
  - Obtain input from the Hazard Mitigation Committee, MCCERCC, and other stakeholders for continuous update of the Michigan Hazard Mitigation Plan.
  - Provide technical assistance in updating the yearly MCCERCC plan.
  - Provide a continuous development of hazard mitigation success stories.
- 

### **Emergency Planning and Community Right-to-Know Committee**

- Contact each chairperson of non-compliant LEPCs and develop a plan for meeting the SARA plan development requirements.
  - Seek grant funding to support LEPCs and their activities.
  - Seek grant funding for the training of hazmat first responders by the EMHSTC.
  - Maintain a meeting schedule and structure that allows the MCCERCC to review and respond to SARA Title III related issues.
  - Provide SARA Title III related training at yearly Summit conference.
  - Provide training throughout the year through regularly scheduled training programs of MSP/EMHSD.
  - Train facility and LEPC representatives via MDEQ training sessions held each year in January and upon request.
  - Provide technical assistance to LEPCs and facilities throughout the year via MSP/EMHSD and MDEQ staff.
  - Visit individual LEPC meetings throughout the year for training and education purposes.
  - Encourage staff attendance at training conferences to learn about current funding opportunities and recent updates/changes to relevant legislation.
  - Make direct contact with local emergency management programs throughout the state to encourage the maintenance/support of LEPCs.
  - Develop new/update existing guidance materials to assist LEPCs and facilities in meeting SARA obligations.
  - Distribute HMEP grant funds according to contract obligations with LEPCs.
  - Continue enhancing the Tier II Manager™ online reporting system.
  - Provide technical assistance in updating the yearly MCCERCC plan.
  - Develop methods to encourage the renewal of dormant LEPCs.
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## **Challenges**

### **October 1, 2011 through September 30, 2012**

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Challenges come with each committee and each goal and MCCERCC is dedicated to overcoming these challenges. Below are some challenges the committees of MCCERCC expect to face in the coming year and solutions to overcome each one.

#### **Citizen Corps Committee**

**Challenge:** Obtaining Buy-in From Schools

**Solution:** One of the priorities is youth preparedness. To be successful in this area, CCP must engage youth in schools and other venues. With curriculum requirements, larger classrooms, and a shortage of funding at local schools, it may be difficult to gain access to schools to share this message. Through proactive engagement with teachers and administrative staff, CCP will be able to show school personnel the value of youth preparedness which will lead to the message of preparedness being shown in the classroom.

**Challenge:** Keeping Volunteers Engaged

**Solution:** As mentioned in the Annual Update – Year I, Michigan does not experience the level of disasters that other states do. As such, more work has to be done to keep its volunteers engaged, trained, and up to date with current preparedness information. The Michigan CCP has identified this as a potential problem and addressed one of its goals to overcome this challenge by "Supporting activities and conferences that increase volunteer participation in Citizen Corps programs and Citizen Corps affiliate programs." The CERT Games, Fire Corps Training Conference, Citizen's Police Academy, OPHP Volunteer Conference, Advanced CERT Trainings, CERT TTT classes, and Citizen Corps Conference have all been designed to assist in overcoming this challenge. Local, state and county agencies should be encouraged to include the Citizen Corps in their jurisdictions to assist with community activities, exercises, and emergencies. In addition, the members of the Citizen Corps could assist all sectors to build community resilience.

**Challenge:** Funding Reductions

**Solution:** Nationwide, the amount of Citizen Corps grant dollars have been reduced each of the past four years. During Fiscal Year 2010, the state of Michigan again received a reduction in federal funding for the Michigan CCP. To help address this, the Michigan CCP has made it a priority to annually update its Alternative Funding Source guide/presentation, which was presented at the 2010 Citizen Corps Conference. Michigan will continue to look for alternative ways to fund CCP.



## Challenges (continued)

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### Hazard Mitigation Committee

**Challenge:** Lack of available local matching funds for communities when applying for grants through FEMA's Hazard Mitigation Assistance (HMA).

**Solution:** On behalf of the MCCERCC Hazard Mitigation Committee, MSP/EMHSD will continue to work with communities to find creative ways to address match shortages, such as using in-kind match and identifying less obvious sources for matching funds.

**Challenge:** FEMA requirements for hazard mitigation planning do not easily allow for the incorporation of hazard mitigation planning into comprehensive planning.

**Solution:** The Hazard Mitigation Committee will work to resolve this challenge by lending support where (and how) appropriate to national efforts from groups like National Emergency Management Association (NEMA) to enhance FEMA policy regarding hazard mitigation planning requirements.

**Challenge:** Increase the number of local units of governments participating in the National Flood Insurance Program (NFIP).

**Solution -** The Hazard Mitigation Committee will work with the MDEQ and FEMA to deliver a consistent, fact-based message about the NFIP to community officials and residents. This message will provide education about the benefits of the NFIP and clear up misconceptions about how the program works. The Hazard Mitigation Committee will investigate any resistance from (potential) participants to the NFIP.

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### Emergency Planning and Community Right-to-Know Committee

**Challenge:** Maintain active LEPCs that accomplish their primary planning tasks with limited funding.

**Solution:** LEPC meetings could be held in conjunction with other county meetings, such as local planning teams. Meetings can be set quarterly and conference call capabilities can be utilized.

**Challenge:** Maintain hazmat training for responders based on high turnover rate and fact that most responders in Michigan are rural and volunteer.

**Solution:** Search for ways to allow for additional trainings to be set up in different areas of the state resulting in minimal travel expenses. Review the HMEP grant to determine if added funding could be acquired for out-of-state trainings.

## Challenges (continued)

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**Challenge:** Acquiring and maintaining access to the Tier II Manager™ (T2M) on line data system for LEPCs, given the relatively high licensing and maintenance fees required to do so.

**Solution:** Continue to work and partner with the MDEQ to find ways to reduce the cost for use of the system. Work with the legislature to find a revenue source to help offset the fees and costs to the LEPCs. Seek grant funding to support the purchase of the software license and maintenance fees for LEPCs.

**Challenge:** Maintaining and updating the T2M system on an ongoing basis.

**Solution:** Work with the contractor to suggest software design features for the program when rewritten on a new platform; perform testing and assure accurate and complete data transfer to the new platform (scheduled for 2012). Include system maintenance in the MDEQ budget.

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## **Priority Projects**

### **October 1, 2011 through September 30, 2012**

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Based upon the goals and strategies set forth, the following projects have been identified as priorities based upon consensus from each committee and the full MCCERCC membership. These priority projects will have the greatest impact and success for completion of our goals, but will also allow for the greatest success in supporting and enhancing Michigan's homeland security, community health, public safety, and all hazards preparedness.

#### **Citizen Corps Committee**

**Citizen Corps Volunteer Training Conference:** This conference will be hosted in December 2011. It will focus on training and educating both the coordinators and volunteers that work with Citizen Corps and its five partner programs.

**CERT Games:** This is a competition that brings in CERT teams from around the state to compete in areas related to their training. The Games will be hosted in May 2012. The Games give teams a chance to put their skills to the test and practice their skills in a simulated, but tense, situation. The Games also serve as a conference and networking opportunity for CERT teams from around Michigan.

**Youth Preparedness:** This project will involve working with local programs to ensure that the message of preparedness is being delivered to the youth of Michigan. Boy Scout groups, church groups, schools, and other viable youth organizations will be targeted. Portions of the CERT curriculum and the Teaching Educating and Mentoring (TEAM) curriculum will be taught, and other preparedness programs used as they are identified.

**Citizen's Police Academy:** This academy is slated for September 30–October 1, 2011. This project trains volunteers working with the Neighborhood Watch and Volunteers in Police Service Programs.

**Medical Reserve Corps (MRC) Conference:** The Michigan CCP has partnered with the state of Michigan MRC Program to host this conference. It targets the program managers and coordinators of local MRC units. This conference is designed to provide training and education to these individuals in an attempt to make their local MRC units stronger, more viable, and sustainable.

**Fire Corps (FC) Conference:** The Michigan CCP has partnered with the state of Michigan FC Program to host this conference. It targets the program managers and coordinators of local FC units. This conference is designed to provide training and education to these individuals in an attempt to make their local FC units stronger, more viable, and sustainable.

## Priority Projects (continued)

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**Funding Allocation to Local Programs:** A minimum of 85 percent of all Michigan Citizen Corps grant dollars will be earmarked and distributed directly to each of the seven regions. This process allows CCP to continue to grow and thrive in Michigan.

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### Hazard Mitigation Committee

**Mitigation Grant Review:** Review, prioritize, and submit grant applications under the FEMA Hazard Mitigation Assistance Programs.

**Michigan Hazard Mitigation Plan:** The Hazard Mitigation Committee in cooperation with MCCERCC will provide a continuous update to the state of Michigan's Hazard Mitigation Plan.

**Mitigation Success Stories:** The Hazard Mitigation Committee will document and publicize mitigation success stories.

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### Emergency Planning and Community Right-to-Know Committee

**Off-Site Emergency Response Plan Completion:** The EPCR Committee and Chairperson, along with EMHSD staff, will evaluate which LEPCs need additional encouragement to complete their planning obligations and develop a course of action for contacting those LEPCs to solicit their compliance.

**Encourage Active LEPCs:** Staff will visit LEPCs throughout the year. Assistance via email, phone contact, and face-to-face contact at conferences occurs frequently. These activities will remain a priority.

**SARA Plan Development:** Plan development for SARA sites is a priority. Funding from the HMEP grant is used to heavily emphasize this activity and this emphasis will continue. Updating existing plans is also encouraged with funding from the HMEP grant.

## Priority Projects (continued)

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**Tier II Manager™ System Use and Maintenance:** The web-based reporting system used by over 7,000 facilities to meet their SARA reporting obligations will continue to be supported by the MDEQ. This system is an invaluable tool for the state and LEPCs in acquiring SARA Title III data. It is also used for planning and response activities by LEPCs and fire departments in licensed counties.

**LEPC Funding via HMEP Grant:** At least 75 percent of the planning part of the HMEP grant that comes to the MSP/EMHSD is allocated to LEPCs. This is the only funding that many LEPCs receive to do their job, as required in the federal SARA legislation. Management of this grant requires a significant amount of time on the part of the division's SARA staff person.

**LEPC Member and Hazmat Facility Staff Training:** The MSP/EMHSD and MDEQ offer multiple training opportunities each year for LEPCs, emergency managers and hazmat facility staff. These trainings will continue. They are offered throughout the year but specific trainings occur in January and October.

**First Responder Training:** Although training of first responders is not a specific requirement of SARA Title III, activation of a community hazmat response plan cannot occur unless there are trained responders in the community. Making sure this occurs is a concern of the MCCERCC. For a number of years, significant funding for such training has come through the HMEP grant, which is supported by the MCCERCC every year.

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## Conclusion

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This past year has been successful for the MCCERCC. Although a second consecutive year of funding reductions occurred with Citizen Corps grant dollars, the state of Michigan was sixth highest in CERT Programs that re-registered in the national registration campaign. The state of Michigan Citizen Corps Program hosted a very successful conference in December 2010 and assisted its partner programs in a variety of ways. These included assisting the state of Michigan CERT program with its first Tribal CERT training class with the Little River Band of Ottawa Indians and the Medical Reserve Corps program with hosting its first statewide conference.

The Hazard Mitigation Committee completed and finalized the Michigan Hazard Mitigation Plan. The plan was successfully submitted to FEMA and received FEMA approval. The SARA Title III program remains active, with additional community response plans for Title III sites developed this past year.

Most impressively, the state of Michigan received EMAP certification on April 15, 2011. The combined efforts of the MSP/EMHSD hazard mitigation staff and the MCCERCC Hazard Mitigation Committee were instrumental in helping the state of Michigan achieve EMAP accreditation.

It is with these committees and the MCCERCC as a whole that the great state of Michigan will forge ahead and continue to make Michigan a leader in the field of preparedness. Together, we will make Michigan a safer and more prepared state.

## Authorities and References

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The following is a list of federal, state, and other key authorities related to the MCCERCC. Other references are included.

### Federal Authorities:

- Public Law 93-288, as amended, the Robert T. Stafford Disaster Relief and Emergency Assistance Act
- Public Law 109-295, the Department of Homeland Security Appropriations Act, 2007 (established Public Assistance Pilot Program)
- National Response Framework (NRF)
  - ESF #5 (Emergency Management)
  - ESF #6 (Mass Care, Emergency Assistance, Housing, and Human Services Annex)
  - ESF #7 (Logistics Management and Resource Support Annex)
  - Catastrophic Incident Annex
  - Private Sector Coordination Annex
- FY 2004-07 Emergency Management Performance Grant (EMPG) Guidance

### State Authorities:

- Act 390, Public Acts of 1976, as amended, the Emergency Management Act
- Michigan Emergency Management Plan (MEMP)
- Executive Directive 2005-9 (September 29, 2005), "Adoption of the National Incident Management System (NIMS) for Emergency Incident Management in Michigan"
- State (Michigan) Homeland Security Strategy

### Key Enabling Authorities:

- Executive Order 2007-18 (establishing the MCCERCC)
- Executive Directive 2002-1 (Homeland Security)
- Executive Order 1998-5 (establishing Hazard Mitigation Coordinating Council)

### Other References:

- Michigan Annex to the FEMA Region V Regional Response Plan
  - Michigan Disaster Donations Management Plan
  - Michigan Strategic National Stockpile (SNS) Procedures
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